



AGENDA
Meeting of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency

Tuesday, December 20, 2005
8:30 AM

Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101

- 1. CALL TO ORDER**
- 2. ROLL CALL OF THE BOARD OF DIRECTORS**
Chair John Britton; Vice Chair David Davis; Secretary Brian Fahnestock; Director Logan Green, Director Dick Weinberg
- 3. REPORT REGARDING POSTING OF AGENDA**

CONSENT CALENDAR

- 4. APPROVAL OF PRIOR MINUTES (ATTACHMENT- ACTION MAY BE TAKEN)**
The Board will be asked to waive the reading of and approve the draft minutes for the meeting of December 6, 2005.
- 5. CASH REPORT (ATTACHMENT- ACTION MAY BE TAKEN)**
The Board will be asked to review the cash report from November 29, 2005 through December 12, 2005.

THIS CONCLUDES THE CONSENT CALENDAR

- 6. PUBLIC COMMENT**
Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.
- 7. PRESENTATION BY PROFESSOR RICHARD CHURCH, UNIVERSITY OF CALIFORNIA SANTA BARBARA (UCSB) (INFORMATIONAL- NO ACTION WILL BE TAKEN)**
Professor Richard Church will present the Board with information regarding a project he conducted for Caltrans. This project included surveying and researching the commuting habits and preferences of the employees of a large institution, such as UCSB.

8. TRANSIT TECHNICAL CONSULTANT (ATTACHMENT- ACTION MAY BE TAKEN)

The Board will be asked to approve staff's recommendation for awarding a contract for a Transit Technical Consultant.

9. MEASURE D (ACTION MAY BE TAKEN)

The Board will discuss a proposed expenditure plan for Measure D, to be forwarded to Santa Barbara County Association of Governments (SBCAG).

10. GENERAL MANAGER REPORT

- a) Public Officials Directors' and Officers' Liability Insurance
- b) Enhanced Transit Subcommittee @ Joint Mtg. TCC & DO Parking Dec. 8th
- c) Clean Air Express
- d) Visioning
- e) Annual Report
- f) ADA answer
- g) UCSB service
- h) Other

11. OTHER BUSINESS AND COMMITTEE REPORTS

The Board will report on related public transit issues and committee meetings.

12. ADJOURNMENT

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



DRAFT MINUTES
of the
Meeting of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
Tuesday, December 6, 2005
8:30 AM

Santa Barbara MTD Auditorium
550 Olive Street, Santa Barbara, CA 93101

DIRECTORS PRESENT:

John Britton, Chair, David Davis, Vice Chair, Brian Fahnestock, Secretary, Dick Weinberg, Director

DIRECTOR NOT PRESENT:

Logan Green, Director

MTD EMPLOYEES PRESENT:

Sherrie Fisher, General Manager, Jerry Estrada, Assistant GM/Controller, Tiara Lakey, Executive Assistant to the Board and the General Manager, Steve Maas, Manager of Strategic Planning and Compliance, Gabriel Garcia, HR & Risk Manager, David Damiano, Manager of Transit Development and Community Relations, Kris Abogado, Maintenance Data Analyst

OTHERS PRESENT:

Robert Fatch, Vice President of Brown & Brown Insurance Services, Kent Epperson, TDM Administrator Traffic Solutions, Scott Spaulding, Transit Coordinator Traffic Solutions, Dan Secord, Councilmember City of Santa Barbara

1. CALL TO ORDER

Chair Britton called the meeting to order at 8:30 AM.

2. ROLL CALL OF THE BOARD OF DIRECTORS

All members were present, with the exception of Director Green, who would not be present at today's meeting.

3. REPORT REGARDING POSTING OF AGENDA

The General Manager reported that the agenda for this meeting was posted at MTD's administrative headquarters, on MTD's website and mailed to the media of general circulation on December 2, 2005.

4. APPROVAL OF PRIOR MINUTES

Director Fahnestock moved to waive the reading of and approve the minutes for the meeting of November 22, 2005. Vice Chair Davis seconded the motion. The motion passed unanimously.

5. CASH REPORTS

Director Fahnestock moved to approve the cash report for November 15, 2005, through November 28, 2005. Vice Chair Davis seconded the motion. The motion passed unanimously.

THIS CONCLUDES THE CONSENT CALENDAR

6. PUBLIC COMMENT

There was no public comment made.

7. PUBLIC OFFICIALS DIRECTORS' AND OFFICERS' LIABILITY INSURANCE

The General Manager and MTD's insurance agent Robert Fatch, Vice President of Brown & Brown Insurance Services provided the Board with information regarding renewal of Directors' and Officers' Liability Insurance. The General Manager then requested the Board's approval to authorize 2006 renewal of Directors' and Officers' Liability Insurance with MTD's existing carrier, RSUI Indemnity Company; with no limit, deductible or rate changes from 2005. The General Manager noted that Mr. Fatch continues to negotiate a lower rate for this coverage and is also waiting for responses from two other carriers. Any new information would be presented at the December 20, 2005, Board meeting. Director Fahnestock moved to authorize the General Manager's request to renew with RSUI Indemnity Company, pending that no other comparable offers are received by the Board meeting of December 20, 2005. Vice Chair Davis seconded the motion. The motion passed unanimously.

8. SELECTION PROCESS FOR FEDERAL SECTION 5307 PROJECTS

The Board received a report on and discussed a new annual selection process for Section 5307 projects. MTD staff assisted in the development of this process along with the Santa Barbara Association of Government (SBCAG) and the cities Santa Maria and Lompoc. These funds are available for qualified transit projects. The General Manager reported that approval for the selection process for Section 5307 projects would be brought before the Board in January 2006.

Before moving to item #9 of the agenda, the Board welcomed Kris Abogado, MTD's new Maintenance Data Analyst.

9. DRAFT SCOPE OF WORK FOR FACILITATOR OF MTD VISIONING PROCESS

The General Manager reviewed a proposed scope of work for Facilitator of MTD's upcoming Visioning process. She noted that Steve Maas, Manager of Strategic Planning and Compliance would coordinate this process. Director Weinberg provided staff with information regarding the City of Carpinteria's 2020 Visioning process that was conducted in 1997 and stated that he would provide staff with additional comments along with a copy of the final report. Vice Chair Davis also provided information regarding the outreach processes and outcomes of past City of Santa Barbara General Plans. He noted that when the process included a large amount of community participation it was more productive. Therefore, he suggested that the word "stakeholders" be removed from the provision for public participation throughout the process within the scope of work. He added that the scope of work also include a request for proposals (RFP). The General Manager agreed and stated that staff plans to encourage MTD's riders to participate in the visioning process.

10. MTD APPEAL POLICY FOR AMERICANS WITH DISABILITIES ACT (ADA) COMPLEMENTARY PARATRANSIT ELIGIBILITY DETERMINATIONS

The General Manager provided the Board with an overview of MTD's current ADA complementary paratransit appeal policy. She then reported that MTD would like to revise the current appeal policy by adding a staff member from the Independent Living Resource Center to the Appeal Panel. Mr. Maas outlined the process for determining eligibility or ineligibility for using the service. Director Fahnestock moved to authorize the General Manager's of revising MTD's current ADA complementary paratransit appeal policy. Vice Chair Davis seconded the motion. The motion passed unanimously.

11. CLEAN AIR EXPRESS

At this time the General Manager introduced Traffic Solutions, Kent Epperson, TDM Administrator and Scott Spaulding, Transit Coordinator. She then reported that Mr. Epperson had sent MTD a letter, which inquired if MTD had any interest in assuming management for part or all of the Clean Air Express bus service. She explained that MTD is interested and she had requested Jerry Estrada, Assistant GM/Controller to prepare a response. This response includes the possibility of creating a Joint Powers Agreement (JPA). She noted that this response is planned for submission to Mr. Epperson after the Board has had time to review. Chair Davis commented that there are a growing number of commuters, yet MTD must ensure that any expansion of service does not affect MTD's base service and is self-sufficient. Director Fahnestock asked about the bus fleet of Clean Air Express and how those vehicles might affect MTD's compliance with California Air Resources Board (CARB) regulations. Mr. Estrada explained that the response specifically focuses on operation and maintenance of these vehicles, as well as compliance with CARB regulations. Mr. Epperson discussed how Santa Barbara Association of Governments (SBCAG) staff and Board would review the management of the service. He then thanked MTD's Board and staff for taking the time to answer this request and also for staff's past assistance with helping Clean Air Express to meet its Federal requirements.

12. GENERAL MANAGER REPORT

The General Manager announced that there would be additional late service on December 9th and 10th for the Carpinteria Seaside Shuttle. This additional service was requested by the City of Carpinteria to accommodate transportation to some the community's holiday festivities. The City of Carpinteria has agreed to pay the difference in fares to keep this service at 25 cents. As legally mandated, the service will run as "regular" service, at the normal fare and available for all interested riders.

The General Manager invited the Board to attend the upcoming joint meeting of the Transportation and Circulation Committee and Downtown Parking on December 8, 2005, at 7:30 AM. At this meeting, the Enhanced Transit Subcommittee will present their recommendations regarding additional funding assistance for transit.

Segways of Santa Barbara recently visited MTD and brought along one of their Segways, which provided the operations and maintenance departments the opportunity to evaluate how they can safely be secured on MTD's buses. Mr. Maas is currently researching additional Federal Transit Administration (FTA) guidelines regarding Segways as mobility devices. Further information would be presented to the Board at a later date.

The General Manager updated the Board on the University City of Santa Barbara (UCSB) Staff & Faculty Pass Program. She reported that the pass program started in May 2005, with approximately 5,000 riders a month and in the past six months has grown to approximately

7,900 riders a month. Director Fahnestock suggested that since Santa Barbara City College (SBCC) is also faced with the same parking difficulties, that staff writes a letter to John Romo, President SBCC, which would provide him with information regarding this successful program. The General Manager agreed. She also reported that she would be attending a meeting at UCSB to discuss the possibilities for additional service at UCSB. One piece of this additional service request might be partially funded by a challenge grant from the City of Santa Barbara for lines #6 & 11. She noted that any new information would be brought before the Board at a later date.

David Damiano, Manager of Transit Development and Community Relations Service Analysis reported that Scott Shibata, Data Analyst is currently analyzing all of MTD's routes and will provide the Board with the findings after the analysis is complete. It was noted that there would be no changes in service, to any of the routes, until the entire process has been completed.

The General Manager announced that the City Managers have unanimously agreed on and support an expenditure plan for Measure D. MTD's Board has not had an opportunity to review this plan. It will be presented at tomorrow's Santa Barbara Association of Governments Subregional Committee meeting. The Board reviewed, discussed and expressed some concerns regarding the details of this plan. Director Fahnestock noted that the figures are not the same as originally presented by 101 in Motion and do not reconcile. Vice Chair Davis requested that at tomorrow's meeting, staff report to the Subregional Committee:

- Report that MTD's Board has just received this plan for Measure D funds and will review this information at a future board meeting.
- Note that this plan does not respond to the MTD's previous request relative to having a source of formula based income that could include basically a direct recipient, percentage or provision for transit service shown across the board for actual transit service.
- Report that MTD still believes that transit services for the South Coast should be provided within the Measure D package.
- The Board will submit their comments at a later date.

He also requested that the External Affairs committee receive a report from staff of what this proposed Measure D plan means to MTD.

Director Weinberg stated that he would attend tomorrow's meeting to provide the General Manager with his support.

13. OTHER BUSINESS AND COMMITTEE REPORTS

Chair Britton reported that the Human Resources Committee had met to discuss the General Manager's evaluation on a successful year. He stated that he would like the Board to meet to discuss the General Manager's goals met last year and new goals for the upcoming year.

14. ADJOURNMENT

The meeting adjourned at 11:12 AM.

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of December 20, 2005
For the Period November 29, 2005 through December 12, 2005

MONEY MARKET

Beginning Balance November 29, 2005 **\$3,295,140.18**

Accounts Receivable	842,732.88	
Passenger Fares	135,836.87	
Property Tax Revenue	100,637.38	
UCSB Fares	72,602.90	
Advertising & Prepaid	1,949.70	
Miscellaneous	780.90	
Total Deposits		1,154,540.63

Bank Fee - Nov 05	(4,781.13)	
ACH Pensions Transfer	(25,182.03)	
ACH Tax Deposit	(103,900.72)	
Payroll Transfer	(237,501.18)	
Operations Transfer	(569,095.94)	
Total Disbursements		(940,461.00)

Ending Balance **\$3,509,219.81**

Total Cash and Investments as of December 12, 2005: **\$3,509,219.81**

COMPOSITION OF CASH BALANCE

Working Capital	2,286,946.27	
WC / Liability Reserves	1,222,273.54	
Total Cash Balance		\$3,509,219.81

Santa Barbara Metropolitan Transit District Cash Receipts of Accounts

Date	Company	Description	Amount
11/22/2005	UCSB - Parking Services (TAP)	UCSB TAP Contract Fares - Sept 05	8,855.00
11/29/2005	City of SB - Downtown Parking	My Ride Program	25,000.00
11/29/2005	KSBY TV 6	Advertising on Buses	300.00
12/1/2005	City of SB Creeks Division	Advertising on Buses - Nov 05	420.00
12/1/2005	City of SB Creeks Division	Advertising on Buses - Oct 05	420.00
12/1/2005	City of SB Creeks Division	Advertising on Buses - Sept 05	420.00
12/1/2005	City of SB Creeks Division	Advertising on Buses - Aug 05	420.00
12/1/2005	Local Transportation Fund	SB 325 - Nov 05	585,141.56
12/5/2005	County of Santa Barbara	Passes/Token Sales	2,000.00
12/7/2005	Cumulus Broadcasting Santa Barbara	Advertising on Buses	800.00
12/7/2005	Santa Barbara Bank & Trust	Advertising on Buses	8,848.50
12/7/2005	UCSB - Contract Fares	Contract Fares - Nov 05	63,091.58
12/7/2005	UCSB - Contract Fares	Contract Fares - Oct 05	65,000.00
12/7/2005	UCSB - Contract Fares	Contract Fares - Sept 05	11,725.00
12/7/2005	UCSB - Contract Fares	Contract Fares - Aug 05	23,450.00
12/7/2005	UCSB - Contract Fares	Contract Fares - July 05	23,450.00
12/7/2005	UCSB - Contract Fares	Contract Fares - June 05	11,725.00
12/8/2005	Brannan, Ralph and Pamela	Health Insurance - Retiree	456.72
12/8/2005	Calles, Gilbert & Leandra	Health Insurance - Retiree	438.72
12/8/2005	Rubino, John & Eileen	Health Insurance - Retiree	270.80
12/8/2005	SB Public Library	Advertising on Buses	1,750.00
12/9/2005	SB County Public Health	Passes/Token Sales	2,250.00
12/12/2005	Cottage Hospital	Passes/Token Sales	6,500.00
Total Accounts Receivable Paid During Period			\$842,732.88

Santa Barbara Metropolitan Transit District Accounts Payable

Check	Date	Company	Description	Amount	Voids
82394	12/2/2005	HOEY & MORGAN CLIENT TRUST	SETTLEMENT	250,000.00	
82395	12/2/2005	AT&T	TELEPHONES	1,273.42	
82396	12/2/2005	ARCHBALD & SPRAY	LEGAL COUNSEL	20,200.85	
82397	12/2/2005	APTA	ANNUAL MEMBERSHIP DUES FY06	15,250.00	
82398	12/2/2005	ASBURY ENVIRONMENTAL	WASTE OIL RECYCLER	80.00	
82399	12/2/2005	BATTERY SYSTEMS OF OXNARD	BUS PARTS	1,066.85	
82400	12/2/2005	BOMAR SECURITY &	SECURITY SERVICES	2,224.49	
82401	12/2/2005	BATTERIES PLUS-VENTURA LLC	CHARGING EQUIPMENT	1,018.88	
82402	12/2/2005	BP WEST COAST PRODUCTS LLC.	FUEL	87,305.40	
82403	12/2/2005	BRIAN NOON, INC.	B&G REPAIRS & SUPPLIES	80.81	
82404	12/2/2005	BRITTON, JOHN	DIRECTOR FEES	240.00	
82405	12/2/2005	CALIFORNIA ELECTRIC SUPPLY,	BUS PARTS & SHOP SUPPLIES	925.40	
82406	12/2/2005	CAL-STATE RENT A FENCE	FENCE RENTAL	175.53	
82407	12/2/2005	CAR PARTS OF SANTA BARBARA	BUS/SV PARTS & SUPPLIES	303.39	
82408	12/2/2005	C&R REPROGRAPHICS	EMPLOYEE RELATIONS	256.44	
82409	12/2/2005	CHANNEL CITY ENGINEERING	BUS REPAIRS	125.00	
82410	12/2/2005	CHEVRON & TEXACO CARD	SERVICE VEHICLE FUEL	183.71	
82411	12/2/2005	CHK AMERICA INC.	SCHEDULE INFO & SYSTEM MAP	13,914.84	
82412	12/2/2005	CLEAR CHANNEL SANTA	MEDIA AD	680.00	
82413	12/2/2005	COAST TRUCK PARTS, INC.	BUS PARTS	2,902.78	
82414	12/2/2005	CROCKER REFRIGERATION	HVAC MAINTENANCE	26.57	
82415	12/2/2005	CUMMINS CAL PACIFIC LLC	BUS PARTS	601.53	
82416	12/2/2005	CUNNINGHAM'S RADIATOR	REPAIR SERVICE	563.59	
82417	12/2/2005	CREATIVE PROMOTIONAL	EMPLOYEE RELATIONS	692.48	
82418	12/2/2005	COVERALL OF MID-STATE CALIF.	JANITORIAL SUPPLIES/SERVICE	549.70	
82419	12/2/2005	CITY OF SB - CITY TV	VIDEO TAPE BOARD MEETINGS	514.00	
82420	12/2/2005	DAVIS JR., DAVID D.	DIRECTOR FEES	360.00	
82421	12/2/2005	DELTA WELDING	B&G REPAIRS & SUPPLIES	170.00	
82422	12/2/2005	DOCUPRODUCTS CORPORATION	COPIER LEASE/COPIES/SUPPLIES	1,183.46	
82423	12/2/2005	DONS INDUSTRIAL	BUS PARTS/SHOP SUPPLIES	143.66	
82424	12/2/2005	EBUS, INC.	BUS PARTS	36.89	
82425	12/2/2005	EVERSHADE PROFESSIONAL	STEAM CLEANING BUS STOPS	600.00	
82426	12/2/2005	ROSENKRANZ GMBH	BUS PARTS	1,464.50	
82427	12/2/2005	FAST UNDERCAR	SV PARTS	163.23	
82428	12/2/2005	FEDERAL EXPRESS CORP.	FREIGHT CHARGES	183.52	
82429	12/2/2005	FAHNESTOCK, BRIAN	DIRECTOR FEES	360.00	
82430	12/2/2005	FRAZEE PAINT	PAINT FOR BUS BENCHES	32.00	

Check	Date	Company	Description	Amount	Voids
82431	12/2/2005	GE GROUP LIFE ASSURANCE	LIFE INSURANCE	958.03	
82432	12/2/2005	GFI GENFARE, INC.	FAREBOX REPAIRS & PARTS	163.72	
82433	12/2/2005	GIBBS INTERNATIONAL TRUCKS	BUS PARTS/SUPPLIES	746.71	
82434	12/2/2005	GILLIG CORPORATION	BUS PARTS	1,669.20	
82435	12/2/2005	GRAINGER, INC.	SAFETY/SHOP SUPPLIES	346.67	
82436	12/2/2005	GREEN, LOGAN	DIRECTOR FEES	240.00	
82437	12/2/2005	HERBOLD, SARAH	EMPLOYEE RELATIONS	900.00	
82438	12/2/2005	HOME IMPROVEMENT CTR.	SHOP/B&G SUPPLIES	111.74	
82439	12/2/2005	HUMANA INC.	STAFF DENTAL INSURANCE	2,688.18	
82440	12/2/2005	INDOFF, INC.	OFFICE SUPPLIES	899.30	
82441	12/2/2005	JERRY THE PLUMBER	PLUMBING	90.00	
82442	12/2/2005	J n L GLASS INC.	REPLACE BUS WINDOWS	1,065.00	
82443	12/2/2005	LA CUMBRE FEED	SOFT WATER SYSTEM SUPPLIES	226.28	
82444	12/2/2005	M.M.E.	SHOP HOISTS	113.51	
82445	12/2/2005	MC CORMIX CORP. (OIL)	LUBRICANTS	1,291.19	
82446	12/2/2005	MGB INDUSTRIAL SUPPLY	SHOP SUPPLIES	39.05	
82447	12/2/2005	MORENO, CARLOS	REIMBURSEMENT	45.00	
82448	12/2/2005	MUZICRAFT	TC CONTRACT MAINTENANCE	38.00	
82449	12/2/2005	NATIONAL INTERSTATE INS. CO.	LIABILITY INSURANCE	14,887.42	
82450	12/2/2005	NEWARK ELECTRONICS	BUS PARTS	99.00	
82451	12/2/2005	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,137.12	
82452	12/2/2005	OLS SERVICE, INC.	SERVICE FOR SEFAC HOISTS	307.09	
82453	12/2/2005	ONE SOURCE IMAGING	PRINT COPIES	431.09	
82454	12/2/2005	PETTY CASH- JOHNS, GARY	MISC. PURCHASES	204.26	
82455	12/2/2005	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	26,798.99	
82456	12/2/2005	PLATINUM PLUS FOR BUSINESS	MISC. CREDIT CARD CHARGES	5,809.67	
82457	12/2/2005	BANC OF AMERICA	COPIER LEASE	485.32	
82458	12/2/2005	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	25.94	
82459	12/2/2005	SB INDEPENDENT INC.	MEDIA AD	880.00	
82460	12/2/2005	SANTA BARBARA NEWS-PRESS	EMPLOYMENT ADS	818.88	
82461	12/2/2005	SERCK SERVICES, INC.	BUS REPAIRS	398.70	
82462	12/2/2005	SERVICE MASTER OF SANTA	TC JANITORIAL SERV./SUPPLIES	3,005.77	
82463	12/2/2005	SB SIGN & GRAPHICS	INTERIOR BUS SIGNS	53.20	
82464	12/2/2005	SM TIRE, CORP.	BUS TIRE MOUNTING	85.00	
82465	12/2/2005	SHELDON, TOM	REIMBURSEMENT	735.46	
82466	12/2/2005	SMARDAN-HATCHER CO.	B&G REPAIRS & SUPPLIES	305.19	
82467	12/2/2005	SMART & FINAL	OFFICE SUPPLIES/EE RELATIONS	93.14	
82468	12/2/2005	SB CITY OF-REFUSE/WATER	UTILITIES	943.56	
82469	12/2/2005	SB CHRYSLER PLYMOUTH JEEP	SERVICE VEHICLE PARTS/REPAIRS	240.19	
82470	12/2/2005	TUMBLESON, PAUL	REIMBURSEMENT	212.92	

Check	Date	Company	Description	Amount	Voids
82471	12/2/2005	TMC COMMUNICATIONS	TELEPHONES	133.11	
82472	12/2/2005	TRUCK TRAILER TRANSIT	BUS PARTS	454.92	
82473	12/2/2005	TRI-COUNTY AUTO GLASS INC	SERVICE TRUCKS AUTO GLASS	337.51	
82474	12/2/2005	UNISOURCE MAINT SUPPLY	BUS CLEANING & SHOP SUPPLIES	99.18	
82475	12/2/2005	UNITED PARCEL SERVICE	FREIGHT CHARGES	381.22	
82476	12/2/2005	UNIVISION / KPMR-TV 38	MEDIA AD	1,575.00	
82477	12/2/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS	2,616.86	
82478	12/2/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS	662.86	
82479	12/2/2005	VERIZON CALIFORNIA	TELEPHONES	1,585.99	
82480	12/2/2005	VERIZON WIRELESS	WIRELESS PHONES	547.58	
82481	12/2/2005	WEINBERG, RICHARD	DIRECTOR FEES	240.00	
82482	12/2/2005	WESTERN WELDING	SHOP SUPPLIES	28.23	
82483	12/9/2005	BAY CAFE	EMPLOYEE RELATIONS	200.00	
82484	12/9/2005	CONTRA COSTA	PR RELATED	435.00	
82485	12/9/2005	COX COMMUNICATIONS	INTERNET & CABLE TV	212.47	
82486	12/9/2005	DEPARTMENT OF CHILD SUPPORT	PR RELATED	239.08	
82487	12/9/2005	DEAILE, MARY	PR RELATED	106.15	
82488	12/9/2005	DISTRICT ATTORNEY-S.B.	PR RELATED	1,481.36	
82489	12/9/2005	EMPLOYMENT DEVELOPMENT	PR RELATED	100.00	
82490	12/9/2005	UNITED STATES TREASURY - IRS	PR RELATED	225.00	
82491	12/9/2005	OHIO CHILD SUPPORT PAYMENT	PR RELATED	126.85	
82492	12/9/2005	OTTIERI, ANN BRADY	PR RELATED	576.92	
82493	12/9/2005	PB- RESERVE ACCOUNT	PREPAID POSTAGE	1,000.00	
82494	12/9/2005	ROCHA, SUZANNE	PR RELATED	406.08	
82495	12/9/2005	SANTA BARBARA BANK & TRUST	PR DEDUCTION	79.67	
82496	12/9/2005	SB COUNTY FEDERAL CREDIT	PR DEDUCTION	1,898.00	
82497	12/9/2005	SO. CAL. EDISON CO.	UTILITIES	4,802.33	
82498	12/9/2005	SB CITY OF-REFUSE/WATER	UTILITIES	992.41	
82499	12/9/2005	TEAMSTERS PENSION TRUST	UNION PENSION	63,409.29	
82500	12/9/2005	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	7,592.00	
82501	12/9/2005	VENTURA COUNTY DCSS	PR RELATED	108.46	
				569,095.94	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$569,095.94

BOARD OF DIRECTORS REPORT

AGENDA DATE: DECEMBER 20, 2005 **AGENDA ITEM #:** 8

TYPE: ACTION

PREPARED BY: JERRY ESTRADA

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

**SUBJECT: RECOMMENDATION FOR CONTRACT AWARD FOR A TRANSIT
TECHNICAL CONSULTANT**

DISCUSSION:

Based upon a review of the submittals received for the Transit Technical Consultant service, the selection committee recommends awarding a contract to Mr. Paul Griffith for professional services relating to Santa Barbara Metropolitan Transit District's (MTD) electric vehicle program. Mr. Griffith was found responsive and responsible.

Project Description

Mr. Griffith shall provide services as defined in MTD's Request for Qualifications (RFQ). The electric vehicle program includes the following performance objectives; research and assessment, procurement, reporting, software & hardware development, program evaluation and grant application preparation.

Proposals

Multiple public notices requesting proposals were issued in the Santa Barbara News-Press and Passenger Transport. At that time, the Request for Proposals (RFP) package was mailed to eight potential bidders. A pre-bid conference was held on October 5th at which Mr. Griffith was the only bidder present. This was not a mandatory meeting. Written questions were due October 13th; MTD received questions from three interested parties.

MTD responded to all questions submitted in a timely fashion. On November 10, three proposals were received by MTD the parties that submitted proposals were Mr. Paul Griffith, James Transportation Group and Jakes Associates, Inc.

The selection committee, consisting of MTD's procurement officer, maintenance manager and materials control manager conducted private phone interviews with all of the bidders seeking clarifications regarding their proposals. MTD documented all questions and discussions related to these interviews which are currently on file with MTD's procurement officer.

Final Analysis

The selection committee evaluated each proposal based on the following criteria: established record of consistent professional service and reputation within the industry, references, experience with battery-electric programs and price. The factor that swayed the selection committee in favor of Mr. Griffith was his experience and proven track record in dealing with battery-electric issues specifically relating to MTD's program. The committee discussed the benefits and drawbacks of each proposal independently considering both the proposal submitted by each bidder as well as their performance during the conference call. As a result, based on his experience, qualifications, the quality of proposal, presentation and cost, the committee selected Mr. Griffith.

The proposed labor rates were as follows:

Paul Griffith

Direct Labor Rate:	\$75.00	All inclusive, assuming MTD indemnifies consultant
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James Transportation Group

John James	\$100.00
Bob Highfill	\$120.00
Tom Brish	\$120.00
Chris Lythgo	\$120.00
Charlie Hahn	\$120.00
Werner Uttinger	\$176.00
Sabro Takeda	\$181.00
Norman Vutz, PH.D, P.E	\$193.00

On-site technical professional	\$7,500.00
CAD	\$50.00
Reports (B&W, per page)	\$1.00
Reports (Color, per page)	\$2.00
Drawings (18" x 24", per page)	\$25.00

Jakes Associates, Inc.

J. David Mori	\$140.61
Dean Hurst	\$95.42
Michael G. Ang	\$92.40
Steven Castaneda	\$70.41
Linda M. Rose	\$82.31

Responsiveness & Responsibility

As required, verification of the bidder's responsiveness and responsibility was performed. A responsiveness check indicated that Mr. Griffith properly completed and signed all requested materials. Verification of Mr. Griffith's responsibility, the technical capacity to provide the services requested, was also carried out.

Contract

Assuming General Manager and Board approval of the contract award, the contract binding all relevant documents will be created and executed between MTD and Mr. Griffith.

Cc: Steve Hahn, Special Projects
Mike Cardona, Acting Manager of Maintenance

To: Chair Britton
Members of the Board of Directors
From: Sherrie Fisher, General Manager
Date: 12/16/05
Subject: Administrative Update

The Development team is continuing the analysis of capacity and demand on highly impacted routes. Additionally, all members participated in a daily “snap shot” of the Line 8 to garner a better understanding of some of the issues facing this highly impacted route. Schedule adherence as well as boardings and alightings were recorded at each bus stop along the route. The entire development team was out riding this route to ensure all nuances were observed during all hours of operation.

Sarah Herbold continued individualized marketing efforts by hosting an event at Shepard’s Place Apartments in Carpinteria on Thursday December 8th from 10am – 12pm. Sarah met with the residents and gave them an overview of the MTD system with special attention being given to the Seaside Shuttle, Line 20, and Line 21X. Additionally, she provided individual trip planning services for all who attended the meeting. Sarah also encouraged the residents to become familiar with our customer service line for future trip planning services.

On Monday, December 12, Steve Maas, David Damiano and I met with officials and staff of the City of Santa Barbara, Santa Barbara County, and UCSB to discuss various potential transit service enhancements. The discussion included the potential provision of 10-minute peak-period headways on Lines 6 & 11; potential enhancements to the upcoming new Isla Vista / UCSB electric shuttle; and late-night service on Line 24x between downtown Santa Barbara, UCSB, and Isla Vista. The agencies expressed interest in these transit enhancements, and requested further refinement of some of the possibilities. Staff will continue to work with these agencies.

Upon the request of one of the potential bidder, the due date for proposals related to the electric vehicle procurement has been extended to December 21.

Staff anticipates a final decision by San Joaquin Regional Transit regarding the Hybrid Diesel-Electric bus procurement within a month. A recommendation will then be presented to the MTD board.

Moving forward on the Overpass facility, staff is working on a request for proposals for removal of the underground storage tanks and remediation of this Goleta site. The RFP is scheduled for release in January with an anticipated project start date of April 2006. A letter is being prepared to the Santa Barbara County Fire department notifying them of MTD’s intentions and seeking their input.

On Monday, a.m., staff is meeting with staff representatives of COLT, SMAT and SBCAG to discuss the best practices for administration and operation of the Clean Air Express. This meeting is a follow up to our discussion at the last board meeting. Maintenance staff completed inspection of the Clean Air Express vehicles and is preparing recommendations.

Steve Hahn participated in a conference call with California Air Resources Board (CARB) regarding commuter coaches. Staff will present information to the board in January regarding a time line for retrofitting. Steve also attended a meeting at UCSB related to hydrogen propulsion.

Recruitment for drivers continues seeking three additional drivers. Interviews are in process for the open bookkeeper position. Recruitment for the Manager of Maintenance position will begin early in the New Year. Annual staff and manager evaluations are in process.

The annual Christmas party last Sunday was a hit with everyone. Santa himself attended to the delight of the youngest attendees.

Santa will drive a bus on December 21st to People's Self-help Housing delivering toys with the SBPD Police Assistance League.

Employee and dependent passes are in being updated for 2006.

Please join me in congratulating Gabriel Garcia, Manager of Personnel and Risk who has been chosen by the Santa Barbara City Council as a member of the Civil Service Commission effective January 1, 2006.



December 15, 2005

Mr. Akira Sano
Federal Transit Administration
Office of Civil Rights
Room 1900, 400 7th St. SW
Washington, DC 20590

Re: ADA Complaint - Mr. Ken Saks

Dear Mr. Sano:

This letter is in response to the Americans with Disabilities Act (ADA) complaint that was received by your office on November 15, 2005, from Mr. Ken Saks of Santa Barbara. The complaint filed by Mr. Saks is in regard to the fixed-route public transit service provided by the Santa Barbara Metropolitan Transit District (MTD). Please be assured that MTD takes such complaints very seriously and will work with your office as needed to resolve any concerns.

Mr. Saks' complaint states that he was denied access to public transportation. As described by Mr. Saks, he was in a wheelchair and wished to board an MTD bus at the MTD bus stop located on the north side of Anapamu Street at Alta Vista Street. This bus stop, which was in use by MTD prior to 1990, is not accessible for boarding a wheelchair due to physical constraints of the site. The MTD driver informed Mr. Saks that this stop was not accessible and he could not board his wheelchair at this stop, but that the stop approximately one block away at Nopal Street was accessible and he could board an MTD bus there. Mr. Saks then held onto the bus to prevent its departure. Following the arrival of another MTD bus at the bus stop, Mr. Saks released his hold on the bus and left the scene.

MTD staff acted properly in this situation. MTD did not deny Mr. Saks public transportation, as Mr. Saks was given the option of boarding at a nearby accessible bus stop. Please contact me if additional information is required.

Sincerely,

A handwritten signature in blue ink that reads "S Maas".

Steven E. Maas, AICP
Manager of Strategic Planning & Compliance

C: Sherrie Fisher, General Manager